

## **PROFESSIONAL ADMINISTRATORS PRACTICES & STANDARDS COMMISSION**

Thursday, August 2, 2018 – 4:00 p.m. CT

Location: MacKay Building, First Floor, Conference Room 2  
800 Governors Drive, Pierre South Dakota

Public telephonic access:  
1-866-410-8397/conference code: 8381998525

Present: Debra Johnson – Member  
Chantal Ligtenberg – Member  
Darla Mayer - Member  
Robert Sittig – Vice Chairman  
Eric Stroeder - Member  
Julie Westra – Member

Absent: James “Nick” Gottlob – Chairman

Others: Holly Farris - Commission Counsel  
Present: Ferne Haddock - Executive Secretary

### **Call to Order and Roll call**

Vice Chairman Sittig called the meeting to order at approximately 10:03 a.m. CT.

Roll Call: a quorum of the PAPSC membership was present.

### **Adoption of Agenda**

Motion by Johnson, second by Westra, to adopt the August 2, 2018, agenda.

Roll call vote, all present voted in favor. Motion carried.

### **Approval of Minutes**

Motion by Ligtenberg, second by Stroeder, to approve June 25, 2018, minutes.

Roll call vote, all present voted in favor. Motion carried.

### **Public Comment Period**

Vice Chairman Sittig called for public comment.

There was no public comment.

## **New Business**

### **PAPSC 2018-01**

### **PAPSC 2018-02**

Motion by Mayer, second by Ligtenberg to go into executive session to discuss legal issues with Commission Counsel.

Roll call vote, all present voted in favor. Motion carried.

Commission went into executive session at approximately 10:07 a.m. CT.

Vice Chairman Sittig brought the commission out of executive session at approximately 10:38 a.m. CT.

### **PAPSC 2018-01**

Motion by Johnson, second by Mayer, to have Commission executive secretary verify demographic information and make another attempt to request a response from the respondent.

Roll call vote, all present voted in favor. Motion carried.

### **PAPSC 2018-02**

Motion by Johnson, second by Westra, to move PAPSC 2018-02 to a hearing.

Roll call vote, all present voted in favor. Motion carried.

## **Adjournment**

Motion by Ligtenberg, second by Westra to adjourn.

Roll Call vote, all present voted in favor. Motion carried.

Meeting adjourned at approximately 10:42 a.m. CT.

Ferne B. Haddock  
Ferne Haddock-Executive Secretary

9/12/2018  
Date